



Arizona Department of Education
Research and Evaluation Section
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MEMORANDUM

TO: District Superintendents, Charter School Holders/Administrators

FROM: Dr. Ildiko Laczko-Kerr
Deputy Associate Superintendent, Research & Evaluation

DATE: April 23, 2004

SUBJECT: AYP and Achievement Profile Student Level Data Verification
(Ref # RE04009-E)

The Arizona Department of Education will be opening a data verification application on Monday, May 10th, 2004. The application will close promptly at 5:00pm on Wednesday, July 7th, 2004. Schools and LEAs are asked to verify all student level data that will be used in AYP and Achievement Profile calculations this year. There are two sources of these data:

1. SAIS/Student Details Demographic Data
2. Pre-printed test label information collected by the ADE

The data elements that will be available for each school to review include the following and will be viewable by grade and subgroup:

- From SAIS: student's full name, grade enrolled, SAIS number, date of birth, gender, racial background/ethnic group, Title 1 program membership (Y/N), ELL status, Migrant program membership (Y/N), special education program membership (Y/N), student's school ID.
- From test labels: start year (Y/N), number of years in school, number of years in district, 504 Accommodation status, level of English proficiency (ELL or FEP), number of years classified as ELL or FEP, ELL program enrollment.

Schools and LEAs will be allowed to submit and update data elements from the pre-printed AIMS test labels through this application. **SAIS data must be updated before July 1, 2004 in the SAIS application.**

Please note schools and districts failing to complete data verification will not be permitted to file an NCLB or AZ LEARNS appeal. The application, when available, will be located under the Common Logon at <https://www.ade.az.gov/commonlogon> and will be titled "AYP and Achievement Profile Data Verification."

I appreciate all of the cooperation my staff and I have received from schools and LEAs in the past and hope this process will be extremely useful for insuring accurate data are used for accountability decisions. If you have any questions, please contact me or my staff at achieve@ade.az.gov or (602) 542-5151.